

9.1 SUBDIVISION PLATS

9.1.1 General Information

A. General Comments

This chapter describes the City's requirements for preliminary and final plats for subdivisions and for maps dedicating land to the public and easements for public use.

B. Completion of Improvements

No occupancy of any structure built within the development will be authorized by the City until the infrastructure shown on the improvement plans have been completed and approved. No more than 50% of the structure shall be occupied prior to City acceptance.

9.1.2 Subdivision Plats

A. Preliminary Plats

1. General Comments

A preliminary plat shows the approximate location of the street, water and sewer system, the approximate size and configuration of each lot and tract, and other information needed by the City to evaluate the proposed subdivision. Preliminary Plats shall be in conformance with current Subdivision Regulations.

2. General Requirements

Requirements for the plat may come from the zoning ordinance requirements, specific zoning stipulations or Subdivision Regulations. The applicant is responsible for meeting these requirements.

3. Submittal Standards

a. The drawing of the plat shall be to a scale no greater than 1 inch = 100 feet. A plat may be submitted drawn to a scale of 1 inch = 50 feet if the subdivision is equal to or less than ten acres in size.

b. All lettering, numbers, and drawings are microfilmed. Design Standards and Policies manual, Chapter 2 Construction Plan Requirements, describes the minimum requirements for lines, lettering, and numbers which must be met.

- c. The name of the proposed subdivision must be shown prominently.
- d. Following the subdivision name, state the quarter section(s) within which the proposed subdivision is to be located. For example: "A Subdivision of Part of the SE 1/4 of Section 10, Township 3 North, Range 5 East of the Gila and Salt River Base and Meridian, Maricopa County, Arizona." This statement should be followed by a complete legal description of the subdivision boundaries.
- e. Provide a statement of the name, address, and telephone number of the developer of the subdivision.
- f. Provide a legend with appropriate abbreviation and drawing symbol explanations.
- g. Provide a statement describing the identification, location, and elevation for at least two vertical control benchmarks for the development. The benchmark elevations must be on City of Goodyear datum.
- h. Provide a statement describing the types of utility services to be provided and the names of the utility companies that will be providing the services.
- i. Provide statements describing the existing zoning, the gross subdivision area in acres, the number of lots, the minimum lot size, and the average lot size. Each tract or area which is not to be a lot or public right-of-way must have a note indicating its approximate area, the planned use and improvement, if any, and the agency which is to be responsible for maintaining the tract.
- j. Prepare the drawing of the proposed plat so that the direction of north will either be toward the top of the sheet or toward the right side of the sheet. (The top of the sheet will have the 36-inch dimension.) All notations should be oriented to read with north pointed up. A north arrow shall be provided in a prominent manner, with a bar scale indicating the scale of the plat drawing.

- k. Provide a small vicinity map showing the relationship of the proposed subdivision to the nearest existing and planned arterial and major collector streets. The orientation of the vicinity map must agree with the orientation of the plat drawing. The vicinity map need not be drawn to a particular scale. Surrounding zoning shall be shown on the vicinity map.
- l. Each subdivision must have two survey ties to two existing section line monuments. The monuments are to be used as the basis of bearing. These ties must be shown on the plat drawing, together with the bearings and distances, curve lengths, central angle, and radii, etc. for all of the subdivision boundary lines.
- m. The location and size of all existing easements, rights-of-way, and man-made structures or facilities within the boundary of the proposed subdivision must be shown on the drawing..
- n. Show and identify all rights-of-way, easements, subdivision names, unsubdivided land, etc. on the property adjacent to and within 150 feet of the boundaries of the proposed subdivision.
- o. Indicate by arrows the location, direction, and amount of flow of all natural washes or man-made drainage channels which exist or are planned and which flow through, are adjacent to, or begin within the proposed development.
- p. Number all lots sequentially and identify all tracts by letter. Provide dimensions to indicate the sizes of the lots and tracts. All preliminary plats shall show required setback lines and proposed building envelopes (if known).
- q. Care should be taken in establishing the size and shape of corner lots. A corner lot should not be so small or narrow that the space left for construction of homes and fenced yards is not adequate for the builder or ultimate homeowner.

The space limitations on corner lots are:

Almost all corner lots will have an eight (8) foot public utility easement adjacent to the property line in the yard facing the side street as well as in the front yard. It is also recommended that mail boxes, etc. be located outside of these easements. Good lot design suggests that lots with drainage easements, on adverse terrain or where substantial cuts or fills occur, or along subdivision perimeters will also be larger than the average lot size.

- r. Easements for surface drainage must be wide enough to provide a channel which meets the requirements of good engineering and aesthetic design. Surface drainage easements may be split so that one half lies on one lot and one half lies on the adjacent lot. If approval of a development will require that a wash be retained in its natural state, then supporting hydrologic and hydraulic calculations must be submitted in sufficient detail with the preliminary plat to demonstrate that the easement or tract set as is for drainage will be of sufficient width to carry the peak 100-year storm drainage flow without endangering life or property which is outside the easement or tract and to accommodate usual maintenance equipment. If a development is to have a property owners association, the land area set aside for surface drainage should be on a tract which will be maintained by the property owners association and not on an easement where maintenance responsibility would be split among several property owners.
- s. Show the areas to be used for storm drainage retention or detention. These areas shall be tracts to be maintained by a property owners association. Sufficient dimensions and other information must be provided to describe the size of the area, the approximate depth, and the slop of the sides.
- t. Show all proposed streets and indicate the right-of-way widths. Provide sufficient approximate information on street curvatures, intersection offsets, etc. to enable City staff to verify

compliance with the subdivision ordinance and applicable design standards.

- u. Show the proposed layout of the sewer and water lines and fire hydrant locations to be constructed to serve the development. Indicate the size of the lines and the direction of flow.
- v. Show the street drainage pattern by arrows and indicate those points at which it is intended to add concentrated flow to the street drainage and to remove drainage from the street.
- w. Show the proposed locations of bikeways and horse trails which must be within the boundaries of the plat to coincide with the City's approved development plan for such paths and trails.
- x. Any development on property containing protected native plant material shall submit a native plant program.
- y. If the subdivision is to have property owners association, indicate this on the plat with an appropriate statement as it relates to the duties and requirements as outlined in the CC & R's -i.e. maintenance.
- z. If the streets are to be private, indicate this with a note on the plat, and state that the streets and any street lights to be located within this private right-of-way are to be maintained by the property owners association.
- aa. If the developer intends to have one recorded plat for the whole subdivision, but plans to phase the improvements, the plats should have a statement which indicates this intent, and the proposed phasing should be shown by suitable marking on the plat drawing. Indicate any temporary cul-de-sacs, infrastructure lines, valves, etc.
- bb. If a developer has a large parcel of land which he intends to subdivide with several recorded plats over a period of time, he/she should not attempt to secure a preliminary plat approval for the whole parcel. He/she should submit a master plan for the

whole parcel and a preliminary plat for only the “first phase” for which the developer intends to secure a recorded plat. In the future, subsequent preliminary plats may be submitted which would be in agreement with the master plan.

cc. Provide in block form in the lower right hand corner of the plat the following information:

- (1) The name, address, and telephone number of the individual or agency that prepared the preliminary plat.
- (2) “Preliminary Plat for (name) subdivision.”
- (3) Date prepared and job number.
- (4) Scale
- (5) “Sheet ____ of ____ sheets.”

B. The following requirements apply to the preparation and submission of a final plat for a subdivision.

1. Three copies of the final plat must be submitted to the City on 24-inch by 36-inch paper: one copy with the improvement plans, one copy for planning review and one copy for filing purposes. Review comments on the final plat will be transmitted to the engineer who submitted the plat.
2. The drawing of the plat shall be a scale of one inch = 100 feet. A plat may be submitted drawn to a scale of one inch = 50 feet if the subdivision is equal to or less than ten acres in size.
3. Submit an updated title report dated within 30 days, with and in support of the final plat.
4. All lettering, numbers, and drawings must be clear and distinct and of sufficient size to enable the City to have usable records when the drawings are micro-filmed. Engineering Design Standards and Policies Manual, Section 2.1 Construction Plan Requirements, describes the minimum requirements for lines, lettering, and numbers which must be met.

5. The name of the subdivision must be shown prominently. List any parcel, unit, phase, or number which may apply.
6. Following the subdivision name, state the quarter section(s) within which the proposed subdivision is to be located. For example: "A subdivision of part of the SE quarter of Section 10, Township 3 North, Range 5 East, of the Gila and Salt River Base and Meridian, Maricopa County, Arizona." This statement should be followed by a complete legal description.
7. Prepare the drawing of the proposed plat so that the direction of north will either be toward the top of the sheet or toward the right side of the sheet, whenever possible. (The top of the sheet will have the 36-inch dimension.) All notation should be oriented to read with the north pointed up. A north arrow shall be provided in a prominent manner with a bar scale indicating the scale of the plat drawing.
8. Provide a small vicinity map showing the relationship of the proposed subdivision to the nearest existing and planned arterial and major collector streets. The orientation of the vicinity map must agree with the orientation of the plat drawing. The vicinity map shall be drawn to a particular scale.
9. Provide a legend with appropriate abbreviation and drawing symbol explanations. See Engineering Design Standards and Policies Manual, Section 2.1 Construction Plan Requirements, for specific requirement with regard to symbols.
10. Each subdivision must have two survey ties. These ties must be shown together with the bearings and distances, curve lengths central angles, radii, etc. for the subdivision boundary lines. All corners must be identified and notes must indicate whether they were found or set.
11. Show and identify all abutting rights-of-way, easements, subdivisions, property lines, etc. on the property within 150 feet adjacent to the proposed subdivision. The Maricopa County Records office recording information for adjacent dedications, plats, etc. must be shown.

12. Identify all lots by sequential numbering and all tracts by letter. Show all lots, tracts, and street rights-of-way to be with the subdivision. Provide the bearings, dimensions, and curve data necessary for the complete description of each lot, tract, and street right-of-way. All areas within the plat boundaries not occupied by lots or public street shall be designated as tracts. The tracts shall be labeled as to use, and the agency (property owners association or City) responsible for the maintenance of the tracts shall be identified by an appropriate note.
13. Care should be taken in establishing the size and shape of corner lots. A corner lots should not be so small or narrow that the space left for construction of homes and fences yards is not adequate for the builder or ultimate homeowner. The space limitations on corner lots are:
 - a. Where a corner lot abuts a key lot, the height and location of walls and fences in the yard facing the side street must conform to the front yard requirements for walls and fences.
 - b. Almost all corner lots will have an 8-foot wide public utility easement adjacent to the property in the yard facing the side street as well as in the front yard.
14. If the subdivision is to have a property owners association, indicate this on the plat with an appropriate statement.
15. Easement Requirements
 - a. No utilities (water, sewer, storm drain) shall be installed in an easement unless the Public Works Director, or his designee, has approved in writing the placement of the utility in an easement(s) and the property owner has granted the necessary easement(s) and right(s)-of-way.
 - b. If approved, utilities outside of public rights-of-way shall be placed in easements not less than twenty (20) feet wide, or at the discretion of the Public Works Director, or his designee. The utilities shall be centered in the easement and shall be accessible from a public right-of-way.

- c. Easements larger than twenty (20) feet in width may be required if other utilities are also located in the easement or if additional area is needed for maintenance equipment access due to the size and/or depth of the line(s). Easements shall be free of obstructions, shall not be located in a fenced area, and shall at all times be accessible to City service equipment such as trucks, backhoes, etc. Areas in question shall be approved in writing by the Public Works Director, or his designee.
 - d. Easements shall be dedicated prior to any construction.
- 16. Public utility easements shall provide the same utility easement rights to the approved City of Goodyear Cable TV license as they do to any other public utility.
- 17. Provide a note stating that when an easement lies within the boundaries of a subdivision lot, maintenance of the easement is the responsibility of the Homeowner's Association except when otherwise specifically noted on the plat as approved by the City.
- 18. A dedication statement is required for all road rights-of-way and easement that are to be dedicated to the public. All private streets or roadways must be tracts. The signature of the owner must be acknowledged by a Notary Public or other authorized officer, as set forth in Arizona Revised Statutes.
- 19. If the street in the subdivision is to be a private street, then the plat must have a note stating the following:

“The streets are private street, to be owned and maintained by the property owners association. After this plat is recorded, the City of Goodyear will not accept dedication of the street maintenance responsibilities unless all street improvements and rights-of-way meet current applicable City standards, unless streets are brought up to current City standards.”
- 20. Prior to recording the final plat, it must have the certification of the Community Development Director and the approval of the Mayor. The City Clerk must attest to the Mayor's signature. Places for these signatures must be provided on the plat.

21. An assured water supply must be available for each subdivision; therefore, one of the following statements must appear on the plat:
 - a. If the development is within the City of Goodyear water service area, use the following:

“This subdivision is on the City of Goodyear Water System, which has a certification of assured water supply.”
 - b. If the development is served by any water district other than the City of Goodyear, the following must be used:

“A certificate of assured water supply has been submitted to the City of Goodyear for this development.”
 - c. If the development is participating in the Ground Water Replenishment District, the following shall be used in addition to the above note:

“This subdivision is a participant in the Ground Water Replenishment District. As such all land within the subdivision is subject to taxation by the district.”
22. A certification must be provided by a land surveyor registered to practice in Arizona stating that the plat was made under his direction and that it meets the minimum standards for Arizona Land Boundary surveys. His seal must be placed on each sheet of the plat.
23. Sight distance triangles must be clear of landscaping, signs, or other visibility obstructions between 2 feet and 7 feet in height and 6 inches maximum width or diameter.
24. Provide in block form in the lower right hand corner of the plat the following information:
 - a. Land surveyor’s name and address.
 - b. “Plat for (name)subdivision.”
 - c. Date prepared and job number.
 - d. Scale

e. "Sheet ___ of ___ sheets."

25. Other requirements included on the Final Plans Submittal Requirements sheet which is part of the preliminary plat stipulation package must be met.

C. Plats to be Recorded (Including Amended Plats)

1. All the required improvement plans (water, sewer, paving, grading, etc.) must be approved by the City before the plat can be recorded.
2. When the improvement plans have been approved, the plat will be signed by the appropriate City officials to indicate the City's approval, and the City shall cause the plat to be recorded in the Maricopa County Recorders Office.

D. Amended Plats

One of the three following methods shall be used to amend a recorded plat. The developer shall arrange an initial contact meeting to determine the method of amendment. Any replatting or amendment to plats may be subject to changes of ordinance, city codes, or state statutes which may have occurred since the original plat, as determined by city staff.

1. Return to the preliminary plat/final plat procedure (major changes):
This method shall be used when there are proposed changes involving any of the following: Zoning, type of lot, number of lots (+/- three or more), tracts or common area facilities. Any change which substantially alters the original approved plat, as determined by city staff, shall require a preliminary plat and final plat procedure.
2. Replat procedure (moderate changes):
This method shall be used when there are proposed changes involving any of the following: Number of lots (+/- one or two), lot lines (+/-3 feet or more) of more than three lots, roadway alignment, abandonment of public right-of-way vacation of easement, rededication of easements or rights-of-way, third party involvement (i.e. lien holders, financial institutions, property owners association). No preliminary plat is required with this procedure.
3. Certificate of Correction (minor changes):
This method shall be used when there are three or fewer minor changes proposed involving any of the following:

Lot lines (± 2 feet or less) of one or two lots, bearing or distance changes, minor corrections to language of dedication, notes, or legal description. Certificates of correction shall be prepared by the original plat engineer or surveyor.

9.2 SUBDIVISION DEVELOPMENT

9.2.1 General Comments

9.2.2 Refuse Collection Stations - Design and Construction

- A. The City requires that all refuse shall be collected and disposed of by the City. If the City cannot provide the service, a private contractor may be issued a permit to provide the service. For information on schedules and collection fees, contact the Utilities Services Supervisor at 932-1637.
- B. All service and construction of enclosures will be in accordance with Maricopa County Health codes.
- C. All developments shall provide areas for refuse containers per the following guidelines:
 - 1. Single-family subdivisions
 - a. Refuse shall be placed at the curb in approved containers provided by the individual users or the City. Developers shall contact the Utility Services Division, 932-1637, to find out type of collection system being used in their particular area. Arrangements will be made for distribution of Rules and Regulations to new residents.

9.2.3 Waste Control

- A. All developments shall provide for waste control per the following guidelines:
 - 1. Single-family developments
 - a. Swimming pool connections:
 - (1) Swimming pool waste water shall be allowed to be pumped to the sanitary sewer through an indirect drain. Maximum pumping rate shall not exceed one half of the calculated capacity of the receiving sanitary sewer nor 100 gallons per minute.

- (2) Indirect drain connections shall be designed, located and constructed to exclude surface or underground water from the sanitary sewer.
- (3) The indirect drain connection shall provide an air gap, equal to two times the diameter of the waste water discharge pipe, between the lowest opening of the waste water discharge pipe and the flood level rim of the receiving plumbing fixture.
- (4) Swimming pools having a pressure or gravity sand type filter shall be allowed to connect to the sanitary sewer only through an indirect drain.
- (5) Swimming pools having a diatomaceous earth type filter shall be allowed to connect to the sanitary sewer through an indirect drain, only if the diatomaceous earth type filter is equipped with a diatomaceous earth separation tank on the backwash waste water line. All diatomaceous earth or other type filter aids shall be removed from the backwash water before the backwash water may be discharged to the sanitary sewer.

9.2.4 Residential Property Line Walls and Fences

- A. All walls constructed on residential property lines are subject to the following standards:
 - 1. Except at street corners and driveways where line-of-sight requirements govern wall height (See City of Goodyear Exhibit No. 12), walls between single-family residential lots, or between such lots and public alley ways shall not exceed six feet in height, residential lots abutting non residential zone/use shall be six feet minimum or higher if required by the City and shall be constructed of such materials and using such methods that the wall will not constitute a hazard. The appearance of the wall shall meet the standards of the neighborhood, and any substandard wall is prohibited.

2. All walls and fences bordering alley ways where garbage or trash is collected shall provide an indentation into the wall at least three (3) feet deep by eight (8) feet longitudinally and having a minimum vertical clearance of four (4) feet for the placement of refuse cans. Gate swings shall not encroach on the minimum area. Provision may be made to fill the cans from inside the wall, or the indentation may be the full height of the wall. The indented area shall have a concrete floor 3-inches thick, set 1-inch above grade.
3. Masonry walls shall have a reinforced footing of a minimum width of 25% of the wall height and a minimum depth of 8% of the wall height, and shall otherwise be reinforced as a "non bearing masonry wall" under the Uniform Building Code.